

## **Instructor Level II**

### **Logistical support expectation of the locality prior to hosting a course.**

Classroom space free from external noise or interruption available to host 24 students with (adult size) classroom-type chairs and suitable tables with adequate writing surface. Smaller venues may be used as long as it does not compromise the learning environment.

#### Safe working environment

- (1) LCD-type projector and screen (if not available instructor may request one on loan from VDFP Division Office)
- (2) Classroom Computer dedicated to the program during the didactic portions of the course. (if not available instructor may request one on loan from VDFP Division Office)
- (1) Educational writing surface (i.e. Eraser Board, Chalk Board, Easel stand with writing pad)

#### Bathroom facilities

Student course materials (i.e books, manuals, study guide, research literature) cost incurred by locality or individual provider. Fourteen-day lead-time on books ordered through VDFP bookstore.

- Breakout classroom facilities for practical didactic presentation skills
- Video camera(s) with tripods and appropriate media recording device (i.e. tape or CD/DVD) available for presentations
- Student furnished props per module selection used as demonstration during presentations

### **VDFP support expectations**

Qualified instructor(s) with current credentials to teach the program.

Curriculum materials (Administrative Guide and PowerPoint) provided to instructor cadre' (available through Division Office) on loan or instructors/locality may purchase instructional materials through the VDFP Bookstore.